

**DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
COUNTY BOARD ROOM, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
June 30, 2016**

By roll call, members present: Bennett, Hilbert, Nickel and Stousland . Also present was Mary Muskovitz, Administrative Assistant; Makenzie Drays, Sr.Accountant, Eileen Lifke, Assistant Finance Director, Department, Lori Kurutz, Clearview, Kathilynn Groteluseschen, Assist. Corporation Counsel, and Karen Gibson, County Clerk

Members absent: Adelmeyer

Meeting called to order at 8:00 a.m. by Chairman Nickel

Muskovitz certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Public Comment: None

Chairman Nickel requested to have a moment of silence to honor fellow committee member Gerald Adelmeyer, who passed away.

Lori Kurutz, Director of Support Services, Clearview presented training on HIPAA to Bennett, Hilbert, Nickel, Stousland, Muskovitz, Drays and Lifke. Kurutz distributed handouts and reviewed HIPPA rules and the penalties for violations. Committee members asked questions specific to their role in the Audit process. Chariman Nickel thanked Kurutz for her presentation.

Motion by Hilbert, seconded by Stousland to approve the minutes of June 16, 2016. Motion carried.

Committee member reports: None

Old Business: Muskovitz indicated that she believes the issue of Larry Schraufnagel's Nutrition Mileage will no longer appear as County Board and recommends that we watch next month.

Chairman Nickel requested a motion be made to deviate from the agenda in order to effectively conduct the meeting. Motion by Stousland, seconded by Hilbert. Motion carried.

Motion by Stousland, seconded by Hilbert to allow payment of Clearview vouchers Batch #188055 in the sum of \$36,047.17 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Hilbert, seconded by Bennett to accept payment of Employee Expenses on Payroll check dated 06/17/2016 for \$17,949.66 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Attorney Kathilynne Grotelueschen, Assistant Corporation Counsel, together with Karen Gibson, County Clerk attended to address the issue of the Abendroth Dog Claim. Attorney Grotelusechen distributed a memorandum with the State Statue and Corporation Counsel's decision to deny the claim. A motion made by Hilbert, seconded by Stousland, to recommend to the Dodge County Board of Supervisors that they disallow the claim filed by Rick Abendroth for the Damage to Animals. The reasons therefore are:

- 1) Mr. Abendroth did not file his claim for damage to his animals with the Town of Portland within three days of receiving knowledge or notice of the damage to his animals, as required by Section 174.11(1), of the Wisconsin Statutes.
- 2) As a result, Dodge County has no authority to pay out the claim.

Motion by Hilbert, seconded by Stousland to accept payment of County Board mileage on Payroll check dated 6/12/16 for \$2,236.14 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Stousland requested that a copy of the invoice for Centurylink be presented at the next meeting. Motion by Bennett, seconded by Stousland to accept payment of US Bank Purchase Card Batch #187796 for \$210,020.21 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

It was requested that the Dept/Title in batch number 187798 be change from County Board Supervisor to Land Resources and Park for Jeff Berres and David Frohling. Motion by Bennett, seconded by Hilbert to allow payment of vouchers in Batch #187798 for \$710.10 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Hilbert to allow payment of vouchers in Batch #187955 for \$69,034.67 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Hilbert to accept the payment of Miscellaneous vouchers paid in the amount of \$23,584.45 for Batches #187769, 187803, 187804, and 188049 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

The next regular meeting of the Audit Committee is scheduled for July 14, 2016 at 8:00 a.m. in Room 4A.

Chairman Nickel asked that because the committee will be short a member for a period of time to please contact Muskovitz so we can be assured we have a quorum.

Motion by Stousland seconded by Hilbert to adjourn. Motion carried. Meeting adjourned at 9:15 a.m.

Respectfully submitted,

Secretary
Glenn Stousland

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.